

Board of Selectmen
Minutes November 03, 2015

Convened at 6:00 pm

Present: Ken Christiansen, Chair
Jeffrey Bryan
Robert Mantegari
Andrew Artimovich

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Elis was in to present the weekly Treasurer's report. Please see last page to view report.

Bryan made a motion, 2nd by Mantegari to approve the public minutes of 10/27/15 as written. All were in favor.

Building Inspector, Kip Kaiser, had the following building permits to be signed this week:

- Bob Markofsky, 52 Lake Road, replace generator: signed by Board
- Jon and Rita Belmonte, 45 Mill Pond Road, partitions in basement: signed by Board
- Anthony Braden, 31 Homestead Lane, generator: signed by Board
- Allan Marshall, 46 Mill Pond Road, generator: signed by Board
- Dave MacDougall, 178 Pickpocket Road, plumbing and electrical for whole house: signed by Board
- Sally Allen, 44 Robinson Street, electrical and plumbing for bathroom renovation: signed by Board
- Christian LaFreniere, 43 Spruce Ridge Drive, wire a sun porch: signed by Board.

The board reviewed the following budgets:

Code Enforcement

Kaiser was present to discuss the 2016 budget for code enforcement. The proposed salary line is increasing to account for an increase in wage and an increase of hours weekly. The 2015 budget was set at 20 hours weekly. Artimovich said Kaiser has taken on more responsibility with code enforcement. Christiansen said the revenue has increased since Kaiser has started. Clement said Kaiser is busy, there is a line of people to see him all day. Kaiser said at the beginning he was averaging about 15 hours, it is creeping up to 19 sometimes as much as 22 or 27. He is seeing a steady increase in the time needed for inspections and building maintenance and as such is requesting 5 additional hours weekly. Bryan made a motion, 2nd by Mantegari to approve Code Enforcement at \$39,926. All were in favor.

Library

The library presented a memo and their proposal for 2016. The budget is level funded with the exception of salary and benefits. Artimovich said the increase is mostly in benefits. Bryan made a motion, 2nd by Mantegari to approve the library budget of \$248,455.08. All were in favor.

Budget Committee

The budcom budget is level funded. Bryan made a motion, 2nd by Mantegari to approve the budget committee budget of \$700. All were in favor.

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Tax Collector

Bryan said the tax collector budget is level with the exception of salary. The salary increases are slight. Bryan made a motion, 2nd by Mantegari to approve tax collector budget of \$68,950. All were in favor.

Town Clerk

Bryan said the town clerk budget is level with the exception of salary. Most of the salary increase is for Woss as the new deputy. Bryan made a motion, 2nd by Mantegari to approve the town clerk budget of \$70,150. All were in favor.

Mosquito Control

This budget is level funded. Mantegari made a motion, 2nd by Bryan to approve mosquito control at \$30,500. All were in favor.

Street Lighting

Bryan made a motion, 2nd by Mantegari to approve the street lighting budget of \$1. All were in favor.

Health Officer

Bryan made a motion, 2nd by Artimovich to approve the health officer budget of \$1. The motion carried with Mantegari abstaining.

Waste Disposal

The board reviewed the budget figures based on the contract with SRRDD 53B. Bryan made a motion, 2nd by Mantegari to approve the waste disposal budget of \$104,685. All were in favor.

Waste Collection

The board reviewed the budget figures based on the contract with Pinard Waste Systems. Mantegari made a motion, 2nd by Bryan to approve the waste collection budget of \$169,700. All were in favor.

Information Systems

Clement said the monthly support cost for Mainstay is level funded. The large increase is due to the server replacement in the town office. The server with a 5 year warranty, licensing, e-mail, and labor to convert the data is about \$17,000. There are also 2 computers slated to be replaced. Clement said it does not make financial sense to spread this out over the 5 year life of the server as the police department will need their server replaced next year. Artimovich asked if PD needed a separate server. Clement said they have lightly discussed not replacing the server and hosting all of the data in a cloud. It will be cost effective to move PD email to the cloud in 2016 when the town makes that transition. Bryan made a motion, 2nd by Mantegari to approve the information systems budget of \$49,021. All were in favor.

Town Administrator

Clement said the average wage for a town administrator in this population range is \$73,000. She is looking to bring her salary to a level competitive with her peers. This has been a very transient year for administration throughout the state and the salary ranges listed on the comparison are not all seasoned 30 year vets. Swanzey posted an ad for 3-5 years' experience at 70-85K and Henniker did the same; Moultonborough posted an ad for 7 years and hired at \$95K,

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Northwood was seeking 5 years' experience at \$70K. Clement said in addition to the bookkeeper, these towns also have a finance director and a full or part time administrative assistant in the selectmen and assessing office. Clement said she had neither of those positions. Bryan said Clement has received 5% annually since she started. Clement said the difference in her salary and that of her peers was \$7.00 an hour when she started in 2011. Today going into her 5th year with the town, the gap is \$6.00. Clement said at this rate, her salary will never be competitive with other administrators in this size town. Clement said bottom line the budget is up 9% between salary and benefits. Clement said the board has discussed an employment contract in the past and that she would consider that to get to a competitive wage. Artimovich said Clement does a hell of a job but he would not support this large of an increase. He would support 6%. Mantegari suggested 6%, 6%, and 5% over a 3 year contract. Bryan said he liked the idea of a contract. He would support 6% or even up to 7.5% the first year or 5% each for 5 years. Christiansen made a motion, 2nd by Mantegari to table this budget until Clement has had time to think about her options. All were in favor.

Conservation Commission

Christiansen said he has done a lot of research on what Wofchuck has done for this community. Christiansen said he would like to restore the concentration account to \$75K and add the additional 10K to the annual appropriation. Artimovich said he does not disagree on what Wofchuck has accomplished. Artimovich said they have not needed the money and asked why it should just sit there. Mantegari said he would support a 10K warrant article and leave it to the voters. Bryan said their goal for the open space bond was 3-500 acres in conservation. He would like to know how many acres are in conservation. Artimovich said they still need money for improvements and the work they have done around town is great but it does not cost \$75K a year. Christiansen said Wofchuck saves the town a lot of money. Clement will research how many acres have been conserved and the board will discuss this further at the next meeting.

Fire

Clement said she reduced the medical insurance line to reflect the new rates and enrollees. Mantegari questioned the standby pay and increasing the rate \$10 per hour. Clement said the increase is \$5 for each tier but the shift is 12 hours. Mantegari said he would like to see that in writing. Bryan made a motion, 2nd by Mantegari to approve the fire budget at \$367,128. All were in favor.

Clement said she received the new rates for short term disability (STD). The current benefit is 60% of gross wages, maxed at \$400 per week. The new option is to increase the benefit to 66 2/3% of gross wages, maxed at 600 weekly. Clement said the change would increase the town cost \$2700 annually. Bryan made a motion, 2nd by Mantegari to approve the new benefit offering for STD to 66 2/3%, maxed at 600. All were in favor.

The Public hearing and Delegation meeting to approve the easement deed will be held on Tues, Nov 10 @ 6:00pm in the Hilton Auditorium of the nursing home. Christiansen and Scott Bourcier will attend.

Annual Brentwood School District Meeting will be held on Friday, March 4, 2016 at 6:00 pm at SCS.

Mantegari made a motion, 2nd by Bryan for Christiansen to sign an authorization to release \$1724.50 to HSE. All were in favor.

Artimovich made a motion, 2nd by Bryan to hold town meeting on March 12, 2016. All were in favor.

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Artimovich said the street light at the intersection of Rte. 107 and South Road is off. There is a memorial for Steve Arkell at that intersection. He asked Clement to contact the state to see what it would cost to have that light turned back on.

Bryan made a motion, 2nd by Mantegari to adjourn the meeting at 6:56 pm. All were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT					
DATE:			11/3/2015		
Citizens General Fund:					
	Previous Balance:		46,288.18		
	Deposits:		84,415.16		
	Payroll:		26,007.82	DD: 15,344.44	CKS: 10,663.38
	FICA:		6,644.26		
	to Impact Fees				
	A/P: Regular		745,404.79	Co-op: \$542,575	Swasey: \$180,000
	Void check				
	From MMA		675,000.00		
	TO MMA				
	Account Balance:		27,646.47		
	Interest Earned YTD:		246.93		
CD's:	Unrestricted Balance:				
MMA:	Unrestricted Balance:		974,497.95		
	Total Invested Funds:		974,497.95		
	Interest Earned YTD:		6,072.99		